



And

Invite you to
**The North Central Wisconsin
LABOR LAW CLINIC!**



► **July 15, 2009**
► **8:30 a.m. - 3:30 p.m.**

► **Stoney Creek Inn**
► **Rothschild, WI**

Program	8:00 a.m. -	Registration
	8:30 a.m. -	KICKOFF
	8:45 a.m. -	<u>"Defining Misconduct Under Wisconsin's Unemployment Insurance Law"</u> <i>Laura Parker</i>
	10:00 a.m. -	Break
	10:15 a.m. -	<u>"You Be the UI Judge"</u> <i>Charlie Schaefer</i>
	11:45 a.m. -	Lunch (Included in registration fee)
	12:30 p.m. -	<u>"How To Conduct a Labor Standards Self-Audit"</u> <i>Bob Anderson</i>
	1:45 p.m. -	Break
	2:00 p.m. -	<u>"Fair Employment Law Basics"</u> <i>Marlene Duffield</i>
	3:15 p.m. -	<i>Wrap-up, adjournment</i>
Time	Doors open at 8:00 a.m. Program begins at 8:30 a.m. Lunch is at 11:45 a.m.	
Cost	\$77 per person. Substitutions allowed. PRICE INCLUDES: continental breakfast items upon arrival (juice, coffee, and rolls), refreshments at breaks, and lunch; handouts for all presentations on the agenda.	
Site	Stoney Creek Inn , 1100 Imperial Ave., Rothschild, WI 54455 Phone (715) 355-6858.	
Register	Complete and return the form that appears below. Seating is limited, so early advance registration is recommended. No discounts allowed for multiple reservations, missed meals, etc. Note: Last day for refunds or cancellations is July 10, 2009. Registrations not cancelled by this date shall be subject to full payment of the registration fee. Call (715) 422-4708 if you wish to confirm that your registration was received or to cancel. Please keep all of the above information for future reference and return only the reservation form below.	

Enclose full payment if paying by check or money order. Make checks payable to: North Central Wisconsin Workforce Development Board (NCWWDB). Please reserve _____ seats at the North Central Wisconsin Labor Law Clinic at \$77.00 each for a total of \$_____

Name(s) 1. _____ 3. _____

2. _____ 4. _____

Email (s) 1. _____ 2. _____

3. _____ 4. _____

Company/firm Name _____ Phone: _____ Fax: _____

St. Address (P.O. Box) _____

City _____ State _____ Zip _____

To Register Mail this form to: NCWWDB, 1121 West Grand Ave., Wisconsin Rapids, WI 54495 or fax to (715) 422-4715. Please only use one reservation method.

Please note: THIS WILL BE THE ONLY LABOR LAW CLINIC IN THE NORTH CENTRAL WISCONSIN WORKFORCE DEVELOPMENT AREA (area 6) IN THE 2009 CALENDAR YEAR.

HERE ARE THE TOPICS TO BE COVERED:

8:45 a.m. “Defining Misconduct Under Wisconsin Unemployment Insurance Law” Provides an overview of the primary issues affecting employee eligibility and employer liability for Unemployment Insurance benefits. Includes a discussion of quits, discharges, offers of work, work available, and how terms such as “able to work” and “available for work” are defined by UI. Offers an opportunity for the audience to ask, and get answers to, questions about how and why UI benefits are paid.

10:15 a.m. “You Be the UI Judge” Reviews summaries typical of actual, contested UI cases, allowing the audience members to decide how they would rule if they were the Administrative Law Judge. Covers issues such as discharges, quits, suspensions due to physical restrictions, and other miscellaneous specialty areas. Cases prepared and session led by an experienced UI Administrative Law Judge.

12:30 p.m. “How to Conduct a Labor Standards Self-Audit” Explains how employers can conduct a “self-audit” to assess their current compliance with various labor standards laws. Provides information about the Labor Standards Bureau’s wage claims process and audits, including potential penalties that can be assessed against employers. Also covers topics such as an explanation of time and payroll record-keeping requirements of state law and suggestions as to how employers should document their fringe benefits, work rules, and disciplinary action policies.

2:00 p.m. “Fair Employment Law Basics” Offers a straightforward look at the basics of the Wisconsin Fair Employment Law (WFEL). Introduces the audience to Wisconsin’s law prohibiting discrimination in employment and serves as a foundation for further discussion. Also addresses topics such as prohibited actions by employers, groups protected under the law, employing individuals with disabilities, on-the-job harassment, dealing with a WFEL complaint, and other concerns which the audience may raise.

HERE ARE YOUR PRESENTERS:

LAURA PARKER Laura Parker has been with the Unemployment Insurance Division since 2001. She worked as an adjudicator and is currently employed by the Division as a Disputed Claims Analyst. In this capacity, she assists in the development of laws and policies for Unemployment Insurance, trains adjudicators, evaluates decisions using state and federal guidelines, and provides technical assistance on complex claims. She also responds to inquiries from employers, claimants, and the legislature, as well as testifying at Unemployment Insurance appeal hearings. Laura Parker is a 1997 graduate of University of Wisconsin-Green Bay with a BA degree in Human Development and in Public Administration.

CHARLES SCHAEFER has been an Administrative Law Judge in the Eau Claire Hearing Office since 1976. As such, he may be familiar to those in the area who have participated in Unemployment Insurance hearings over the years. He graduated from the UW Law School in 1976, where he focused on labor law. He also earned a BA in sociology from the University of Iowa in 1971.

BOB ANDERSON has been with the Department since 1975. From 1975-78 he worked as a field investigator. From 1978-1997 he worked as the labor standards section chief. Since 1997 he has been the director of the Labor Standards Bureau. He is a 1970 graduate of the University of Wisconsin - Oshkosh and has a double major in history and broad field social sciences.

MARLENE DUFFIELD is the Madison and Upstate Investigation Supervisor in the Civil Rights Bureau for the Equal Rights Division of the Department of Workforce Development. She supervises sixteen civil rights investigators who handle the investigation of complaints of discrimination in employment, housing, and public accommodations and also under the family and medical leave act. Marlene has a master degree from the University of Illinois. She has worked in the private sector and been with the state for several years as a supervisor and in DWD since 1998.

IS THIS YOUR FIRST CLINIC?

THIS DAY-LONG CLINIC will include speakers from the Worker’s Compensation, Equal Rights, and Unemployment Insurance Divisions with detailed information and practical guidance to help employers avoid violating state laws and rules in the topic areas on the Clinic agenda. This educational program contains information that will help employers prepare for state agency hearings and other administrative proceedings, if they become necessary.

THE WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT does not discriminate on the basis of disability in the provision of services or in employment. If you need assistance in using this service, please contact us. Deaf, hearing- or speech-impaired callers may reach us through the Wis. Telecommunication Relay System (WisTRS).

THIS CLINIC IS DESIGNED TO BE OF MOST HELP to persons needing an initial orientation to these topics or who wish to reconfirm their understanding of the basics. It also is designed for those who have specific questions to ask the speakers about the basic or more complex aspects of the programs.

A schedule of future Labor Law Clinics can be viewed on the Department of Workforce Development website at dwd.wisconsin.gov/laborlaw/.

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